

**For:** State and County Offices

**Audit Finding for the Conservation Reserve Enhancement Program (CREP)**

**Approved by:** Deputy Administrator, Farm Programs



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**1 Overview**

**A**

**Background**

A recent audit of CREP revealed certain situations where 2-CRP procedure was not followed or inconsistencies in following the procedure existed.

**B**

**Purpose**

This notice provides instructions for:

- processing CRP-1's and CRP-2's
- reporting occurrences where NRCS failed to meet annual status review responsibilities
- implementing easement designations on aerial photography
- obtaining and filing easement information.

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**Disposal Date**

January 1, 2003

**Distribution**

State Offices; State Offices relay to County Offices and NRCS State Offices

## Notice CRP-418

### 2 Audit Results

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#### A Easements Not Reported to FSA

State CREP partners are not reporting the following:

- information on location of easements
  - length of easements.
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#### B Incomplete CRP-1's and CRP-2's

County Offices:

- are not accurately completing CRP-1's and CRP-2's
  - need to complete additional spot checks of CRP-1's and CRP-2's.
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#### C Status Reviews Not Conducted

The audit revealed:

- NRCS failed to conduct the required number of the annual status reviews according to 2-CRP, paragraph 338
- the need for FSA State Offices to provide feedback reporting on number of incomplete status reviews.

**Note:** The National Office NRCS has agreed that technical assistance reimbursement includes, in part, implementing services and conducting annual status reviews to ensure practice completion and maintenance.

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### 3 Policy

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#### A Accurately Completing CRP-1's and CRP-2's

The following provisions apply to timely and accurately completing CRP-1's and CRP-2's.

- CRP-1's and CRP-2's must be completed according to 2-CRP, paragraphs 103 through 105.
  - CRP-1 is approved according to 2-CRP, paragraph 223.
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## Notice CRP-418

### 4 Action

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#### A

#### State Office Action

States Offices shall:

- provide County Offices a copy of this notice
- ensure that County Offices understand and comply with the following:
  - this notice
  - policy in 2-CRP
- conduct spot checks on 10 percent of County Office CREP CRP-1's and CRP-2's
- report to the Conservation and Environmental Program Division (CEPD) the following by **COB December 27, 2002**:
  - number of required CREP annual status reviews, by county, that were not conducted by NRCS during FY's 1999-2001
  - primary reason for NRCS failing to conduct the CREP annual status review
- request that State CREP partners provide aerial photography, location of easement duration, and easement duration for each filed easement to the appropriate County Office
- provide a copy of this notice to NRCS State Offices.

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## Notice CRP-418

### 4 Action (Continued)

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#### B

#### County Office Action

County Offices shall:

- report to State Office the following:
  - number of CREP status reviews, by year, and contract number, not completed by NRCS
  - reason for failure to conduct the CREP status reviews for each contract

<b>Example:</b>	No.	Year	Status	Reasons
	<u>Contracts</u>	<u>Not Completed</u>	<u>Reviews</u>	<u>Not Completed</u>
	50	1999	20	
	60	2000	15	
	75	2001	10	

- obtain from the State CREP partners the physical location of acreage under conservation easement and record the location on the official aerial photography
  - provide a copy of this notice to NRCS field offices.
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